

# City of Pacifica

## Proposed 2020-21 General Fund Budget

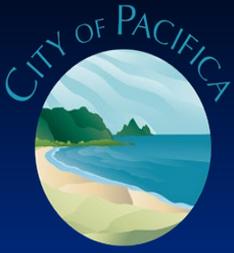
				2019-20	2019-20	2019-20	2020-21
				ADOPTED	MID-YEAR	COVID-19 IMPACTED	PROPOSED
				BUDGET	BUDGET	YEAR END BUDGET	BUDGET
				BY %			
<b>REVENUES</b>							
	PROPERTY TAXES		36%	\$ 12,585,000	\$ 12,785,000	\$ 12,790,000	\$ 13,311,000
	SALES TAX		5%	2,221,000	2,337,000	2,191,000	1,984,000
	TRANSIENT OCCUPANCY TAX		3%	2,090,000	2,090,000	1,494,000	1,202,000
	OTHER TAXES		13%	4,157,000	4,701,000	4,636,000	4,735,000
	DEPARTMENT/PROGRAM		35%	12,982,000	12,573,000	11,622,000	12,949,000
	TRANSFER IN - COMPENSATED ABSENCES RESERVE		0%		200,000	200,000	
	TRANSFERS IN-CC Reserve		0%			199,000	63,000
	GRANTS		1%	160,000	160,000	-	310,000
	USE OF GF - Undesignated		3%			359,600	1,000,000
	USE OF GF - Planning Fees		1%	660,000	660,000	310,000	370,000
	TRANSFER IN - ERAF		1%				314,000
	TRANSFERS IN		2%	1,269,000	1,245,000	1,245,000	733,000
<b>TOTAL GENERAL FUND SOURCE OF FUNDS</b>				\$ 36,124,000	\$ 36,751,000	\$ 35,046,600	\$ 36,971,000
<b>EXPENDITURES</b>							
	GENERAL GOVERNMENT*			\$ 4,739,000	\$ 4,839,000	\$ 4,474,000	\$ 4,719,000
	POLICE DEPARTMENT			10,204,000	10,333,000	10,333,000	10,217,000
	FIRE DEPARTMENT			6,636,000	6,674,000	6,674,000	6,392,000
	PLANNING & BUILDING			3,558,000	3,558,000	2,474,600	3,771,000
	PUBLIC WORKS			3,863,000	3,966,000	3,966,000	4,389,000
	PARKS, BEACHES & RECREATION			5,120,000	5,120,000	5,120,000	5,082,000
	NON-DEPARTMENTAL			852,000	852,000	852,000	939,000
	TRANSFERS OUT			1,153,000	1,153,000	1,153,000	1,462,000
<b>TOTAL GENERAL FUND USE OF FUNDS</b>				36,124,000	\$ 36,495,000	\$ 35,046,600	\$ 36,971,000
<b>NET SURPLUS (DEFICIT)</b>				\$ -	\$ 256,000	\$ -	\$ -



# City of Pacifica

## Proposed 2020-21 Budget Timeline

- ✓ **April 27, 2020**
  - Budget Study Session – Narrative Budget
  - Adoption of Goals and Priority Projects
- ✓ **May 4,**
  - CIP to Planning Commission for consistency determination
- ✓ **May 11, 2020**
  - Presentation of 2020-21 Draft Budget
  - Fee Schedule
- **May 26, 2020**
  - Budget Updates
  - Discussion of Other Funds
- **June 8, 2020**
  - Public Hearings:
    - 2020-21 Budget
    - 2020-21 CIP and Capital Budget
    - 2020-21 Fee Schedule
  - Final Presentation of 2020-21 Budget to Council
  - Resolution Establishing the Appropriation Limit for 2019-18
- **June 22, 2020**
  - Adoption of the 2020-21 Annual Operating Budget



# City of Pacifica

## Proposed 2020-21 Other Funds Budgets

- At the May 11, 2020, City Council study session regarding the General Fund budget, a balanced 2020-21 General Fund budget of approximately \$37.0 million was presented.
- This report presents the remainder of the City of Pacifica's Proposed 2020-21 Budget and the 2020-21 Capital Budget.
- The remaining budgets total \$36.0M for FY 2020-21 and the related Capital Budget totals \$9.47M (non-enterprise) and \$4.1M for WWTP enterprise.
- The following slides summarize the budget for our more higher profile budgets.



# Public Works Department Wastewater



## Mission Statement:

- To maintain and operate the Calera Creek Water Recycling Plant (Treatment Plant) in compliance with regulatory permits from the State Water Resources Control Board, Bay Area Air Quality Management District (BAAQMD), Environmental Protection Agency (EPA) and the San Mateo County Environmental Health Department (SMCEH).

## Plant Operations

- The Treatment Plant treats about 4 million gallons per day (MGD) of raw sewage and up to 20 MGD during storm events

## Collection System Operation Mission Statement:

- To maintain, clean and repair 104 miles of collection system pipelines, and operate and maintain 5 sewer and 2 storm pump stations.



# Public Works Department Wastewater Division 2020-21 Proposed Budget – FUND 18

	<b>Projected 2019-2020</b>	<b>Proposed 2020-2021</b>
<b>WWTP Fund 18 Expenditures - Operations</b>		
Plant Operations & Maintenance	\$ 7,593,781	\$ 7,674,294
Collection System Operations & Maintenance	3,318,357	3,284,899
Transfer to Fund 34 for Capital Projects	2,609,000	4,100,000
Debt Service	3,942,736	3,654,744
<b>WWTP Fund 18 Expenditure - Operations Total</b>	<b>\$ 17,463,874</b>	<b>\$ 18,713,937</b>
<b>WWTP Fund 18 Cost Recovery</b>		
Expenditures - Operations	\$ 17,062,737	\$ 18,713,937
<b>WWTP Fund 18 Cost Recovery</b>	<b>98%</b>	<b>100%</b>
<b>Total Staffing for Department Division</b>	<b>28.5</b>	<b>28.5</b>



# Public Works Department Wastewater Division

## 2020-21 Proposed Budget – FUND 34



	<b>Projected 2019-2020</b>	<b>Proposed 2020-2021</b>
<b>WWTP Fund 34 Expenditures</b>		
Capital Improvement Projects (CIP)		
Plant CIPs	\$ 893,000	\$ 1,580,000
Wet Weather Equalization Basin Project	-	-
Repair, Rehabilitation & Replacement Projects	1,366,000	700,000
Capacity Improvement Projects	-	-
Lateral Grant Assistance	100,000	100,000
Other Collection System Projects	250,000	1,600,000
Miscellaneous Projects		120,000
Total CIP	\$ 2,609,000	\$ 4,100,000
<b>WWTP Fund 34 Expenditures Total</b>	<b>\$ 2,609,000</b>	<b>\$ 4,100,000</b>
<b>WWTP Fund 34 Revenue</b>		
Expenditures – CIP and Other Expenditure	\$ 2,609,000	\$ 4,100,000
Revenues		
Transfer from Fund 18 for Capital Projects	2,609,000	4,100,000
	-	-
<b>WWTP Fund 34 Cost Recovery</b>	<b>100%</b>	<b>100%</b>



# Pacifica Police Department 2020-21 Proposed Other Funds Budget Supplemental Law Enforcement Services Fund- Fund 7



## Supplemental Law Enforcement Services Fund (Fund 7)

- Provides funding for front-line law enforcement operations. Funds are allocated by the State Controller to counties and distributed from the County Controller to the City of Pacifica on a monthly basis.

(2) Part-time Community Service Officers (CSOs)	\$ 67,500
Equipment and Training	<u>\$ 229,292</u>
Total:	\$ 296,792



# Pacifica Police Department 2020-21 Proposed Other Funds Budget Supplemental Law Enforcement Services Fund 7



## Supplemental Law Enforcement Services Fund (Fund 7)

	FY2019-20		FY2020-21	
<b>Beginning Fund Balance</b>		<b>\$ 269,854</b>		<b>\$ 264,292</b>
<b>Projected Revenue</b>	<b>\$ 100,000</b>		<b>\$ 100,000</b>	
<b>Projected Expenditures</b>	<b>(\$105,562)</b>		<b>(\$296,792)</b>	
<b>Projected Fund Balance</b>		<b>\$ 264,292</b>		<b>\$67,500</b>



# City of Pacifica

## Proposed 2020-21 Roy Davies Trust Fund

### Fund 27

- Funds are to be used to support infrastructure in parks, beaches, and recreation areas located in Pacifica.
- Fund expenditures can only be appropriated by a 4/5 Council vote.
- For FY 2020-21 staff is proposing to appropriate funds for the following purposes:
  - Playground Equipment Improvement - \$330,000
  - Edgemar Park Upgrade - \$60,000
  - Fitness Court - \$160,000
  - Beach Boulevard Park/Plaza (Existing CIP) - \$50,000



# City of Pacifica

## Proposed 2020-21 Parking Enterprise Fund

### Fund 35 - Parking Enterprise Fund

- Accounts for all revenues and expenses associated with the Beach Parking program started in August 2013.



# City of Pacifica

## Proposed 2020-21 Parking Enterprise Fund

Revenue	Adopted 2019-2020	Proposed 2020-2021
Pay station (daily fees)	\$ 360,000	\$ 340,000
Annual passes	91,000	85,000
Parking Citations	165,000	115,000
<b>TOTAL</b>	<b>\$ 616,000</b>	<b>\$ 540,000</b>
<b>Expenditures</b>		
Personnel	\$ 471,000	\$ 452,917
Internal Service	48,000	29,250
Citation Processing Cost	48,000	35,000
Supplies	22,000	17,000
Capital Outlay and Machinery	25,000	5,000
<b>TOTAL</b>	<b>\$ 614,000</b>	<b>\$ 534,167</b>



# City of Pacifica Proposed 2020-21 Capital Budget

## Parking Enterprise Fund (Fund 35)

	FY2019-20		FY2020-21	
<b>Beginning Fund Balance</b>		<b>\$ 135,363</b>		<b>\$ 110,599</b>
<b>Projected Revenue</b>	<b>\$ 616,000</b>		<b>\$ 540,000</b>	
<b>Projected Expenditures</b>	<b>(\$640,764)</b>		<b>(\$539,167)</b>	
<b>Projected Fund Balance</b>		<b>\$ 110,599</b>		<b>\$ 111,432</b>



# City of Pacifica

## Proposed 2020-21 Capital Budget

### New Projects (\$1.97M)

Project	Source(s)	Fund 1 - GF Cash Bal.	Fund 1 - GF NCFA Budget	Fund 19 - Drainage	Fund 23 - Frontierland Remediation	Fund 27-Roy Davies	Fund 34 - WWTP	Fund 38 - Disaster Acct.	Anticipated Grants/SB1/ Meas. W
<b>One Time</b>									
Civic Center Evaluation & Remediation (Formerly PB&R/Planning Building Improvements)	GF Cash Bal.	TBD*							
Urban Forest, Land, and Vegetation Management Plans	GF Cash Bal.	\$ 150,000							
FY 2020-21 Pavement Rehabilitation Project	SB 1								\$ 600,000
FY 2020-21 Slurry Seal Project	Measure W								\$ 440,000
Fire Station Alerting System Replacement	GF NCFA Budget		\$ 70,000						
Police Station Visitor Lot Lighting & Pathway Improvement	GF Cash Bal.	\$ 50,000							
Storm Drainage Master Plan Update	Fund 19 - Stormwater			\$ 100,000					
Grand Avenue Pavement Traction Project	GF Cash Bal.	\$ 50,000							
Oddstad Park Parking Rehabilitation & Drainage Improvements**	GF Cash Bal.	\$ 100,000							
Beach Blvd. Seawall Breach Repair	Disaster Acct.							\$ 150,000	
Public Works Department Office & Facility Assessment	GF Cash Bal./ WW	\$ 50,000					\$ 50,000		
<b>Total</b>		\$ 400,000	\$ 70,000	\$ 100,000	\$ -	\$ -	\$ 50,000	\$ 150,000	\$ 1,040,000
<b>On-going</b>									
Annual Pavement Striping & Marking Refresh Project	GF Cash Bal.	\$ 75,000							
Drainage Improvement Projects	GF Cash Bal.	\$ 60,000							
Sidewalk Repair Program	GF Cash Bal.	\$ 25,000							
<b>Total</b>		\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Full Total</b>		\$ 485,000	\$ 70,000	\$ 100,000	\$ -	\$ -	\$ 50,000	\$ 150,000	\$ 1,040,000



# City of Pacifica

## Proposed 2020-21 Capital Budget

### Additional Funding Request for Existing Projects (\$0.9M)

Project	CIP Appendix Page	Estimated Completion Year	Source(s)	Fund 1 - GF Cash Bal.	Fund 1 - GF NCFAs Budget	Fund 1 - GF Child Care Reserve	Fund 27 - Roy Davies
<b>One Time</b>							
Fairmont/Fairmont West Site Improvements	1 - 6	2021	GF Child Care			\$ 200,000	
Station 72 Deck - Fire Budget	22 - 8	2020	Fire		\$ 40,000		
Fitness Court	27 - 4	2021	Roy Davies				\$ 160,000
Playground Equipment Improvement (formerly Parks & Recreation Projects)	27 - 1	2021	Roy Davies				\$ 330,000
Edgemar Park Upgrade	27 - 3	2020	Roy Davies				\$ 60,000
City Buildings Roof Repairs (155 Milagra, Pier)	1 - 4	2021	GF Cash Bal.	\$ 60,000			
<b>Total</b>				\$ 60,000	\$ 40,000	\$ 200,000	\$ 550,000
<b>On-going</b>							
Beach Boulevard Park/Plaza (Exist CIP)	1 - 3	2021	Roy Davies	\$ 100,000			\$ 50,000
<b>Total</b>				\$ 100,000	\$ -	\$ -	\$ 50,000
<b>Full Total</b>				\$ 160,000	\$ 40,000	\$ 200,000	\$ 600,000



# City of Pacifica

## Proposed 2020-21 Capital Budget

### Existing Project from Prior Year (\$4.7M)

Project	Source(s)	Fund 1 - GF Cash Bal.	Fund 23 - Frontierland Remediation	Fund 27-Roy Davies	Fund 34 - WWTP	Fund 35 - Beach Parking	Fund 38 - Disaster Acct.	Fund 71 - Vehicle Maint.	Anticipated Grants/SB1/ Meas. W
One Time									
Work Order System	DAF						\$ 125,000		
On-going Maintenance	DAF						\$ 98,000		
City Hall Emergency Generator Transfer Switch	GF Cash Bal.	\$ 35,000							
Serra Outfall Repair	Insurance/Drainage								\$ 608,000
Frontierland Walkway & Drainage	Front. Remediation		\$ 265,000						
Parks, Beaches and Trail Signage Improvements	Roy Davies			\$ 30,000					
FY 2019-20 Slurry Seal Project	Measure W								\$ 440,000
Palmetto Sidewalk Project	Grant/SB1								\$ 411,000
Cabrillo School Pedestrian Crossing Improvement Project	Grant/Stormwater Fund								\$ 298,000
Beach Boulevard Seawall Reconstruction Project	Grant								\$ 1,500,000
Skatepark Fence	WWTP				\$ 30,000				
Pacifica State Beach Parking Lot Slurry Seal, North Lot	Beach Parking					\$ 100,000			
Milagra Creek Outfall Repair	Grant/DAF						\$ 255,000		\$ 468,000
Fuel Management System	Fund 71							\$ 35,000	
Palmetto Ave. Street Amenities	GF Cash Bal.	\$ 25,000							
<b>Total</b>		<b>\$ 60,000</b>	<b>\$ 265,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 100,000</b>	<b>\$ 478,000</b>	<b>\$ 35,000</b>	<b>\$ 3,725,000</b>



# City of Pacifica

## Proposed 2020-21 Capital Budget

### On-going Projects (\$1.9M)

Project	Source(s)	Fund 16 - NPDES	Fund 34 - WWTP	Fund 38 - Disaster Acct.	Fund 71 - Vehicle Maint.	Anticipated Grants/SB1/ Meas. W
One Time						
San Pedro Creek Bridge Replacement (Re-vegetation)	Measure A					\$ 100,000
Manor Drive O/P Improvements	Pursue Grant					\$ 840,000
San Pedro Creek and Pacifica State Beach Total Maximum Daily Load (TMDL), Monitoring Plan and Best Management Plan	Fund 16 Stormwater/ Fund 34 WW	\$ 3,000	\$ 20,000			
New Pacifica Library	Measure A					\$ 70,000
Long-Term Trash Load Reduction	Fund 16 Stormwater	\$ 40,000				
310-330 Esplanade Infrastructure Preservation	Disaster Acct./ Grant			\$ 100,000		\$ 300,000
400 Esplanade Infrastructure Preservation	Disaster Acct./ Grant			\$ 86,000		\$ 257,000
<b>Total</b>		\$ 43,000	\$ 20,000	\$ 186,000		\$ 1,567,000



# City of Pacifica

## Proposed 2020-21 Capital Budget

### 2020-2021 Wastewater Enterprise Capital Projects (\$4.1M)

New Projects	
Balboa Way Repair Project (Repair damage caused by EQ Basin Project)	***
Emergency Project: Anza Pump Station Repair (Reimburse By Insurance)	*
CCWRP Repair & Replacement Projects	500,000
Sewer Rate Study FY2022-2027	50,000
CCWRP Solar System Improvement Project	50,000
CCWRP Process Optimization Project	200,000
Ultra-Violet Disinfection System Upgrade	50,000
	\$ 850,000

\*\*\* Funding from SMCI Mediation

\* Funding reimburse by insurance



# City of Pacifica

## Proposed 2020-21 Capital Budget

### 2020-2021 Wastewater Enterprise Capital Projects (\$4.1M)

Ongoing	
Linda Mar Pump Station Upgrade Project	500,000
Collections System Projects FY2020-2021	500,000
Rockaway Pump Station Upgrade	50,000
Collection System Rehabilitation and Replacement Project	700,000
Sewer System Master Plan Update Phase 2	50,000
Sharp Park Pump Station Facility Improvement Project	500,000
Lateral Grant Assistance	100,000
CCWRP Pump Replacement	50,000
CCWRP SCADA and PLC Upgrade	250,000
CCWRP Roof Improvements	200,000
CCWRP Blower Replacement	50,000
San Pedro Creek & Pacifica State Beach TMDL, BMP, Monitoring Plan	20,000
Calera Creek And Wetland Maintenance	80,000
Digesters - ATAD Modification Phase 3	200,000
	\$ 3,250,000
<b>Total Public Works Wastewater Enterprise Capital Projects</b>	<b>\$ 4,100,000</b>

# City of Pacifica

## Proposed 2020-21 Other Funds Budget



## Questions